

Salisbury, North Carolina
May 15, 2012

REGULAR MEETING

PRESENT: Mayor Paul B. Woodson Jr., Presiding; Council Members Maggie A. Blackwell, and William (Pete) Kennedy, City Manager Doug Paris; City Clerk Myra B. Heard; and City Attorney F. Rivers Lawther, Jr.

ABSENT: Mayor Pro Tem Susan W. Kluttz and Councilmember William Brian Miller

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Woodson at 4:00 p.m. The invocation was given by Councilmember Kennedy.

PLEDGE OF ALLEGIANCE

Mayor Woodson led those present in the Pledge of Allegiance to the United States flag.

RECOGNITION OF VISITORS

Mayor Woodson welcomed all visitors present.

RECOGNITION OF CITY ENGINEER DAN MIKKELSON

Ms. Elizabeth Treadway, President-Elect of the American Public Works Association (APWA) and former President of the North Carolina Chapter of the APWA, addressed Council regarding City Engineer Dan Mikkelson's receipt of the APWA national Top Ten Public Works Leaders of the Year Award. She explained the APWA represents 29,000 Public Works professionals in North America. She noted the Top Ten Public Works Leaders of the Year Award is the highest honor bestowed by the APWA. She stated less than 600 individuals have received the award since its inception in 1960. She then presented the award to Mr. Mikkelson.

Mr. Mikkelson recognized his family and friends in the audience. He thanked the APWA for the award, the North Carolina Chapter of the APWA for the nomination, and Ms. Treadway for traveling from Tennessee to present the award to him. He thanked Council, the Management Team, and City staff for assisting him throughout his 23-year career with the City. He also encouraged high schools students to consider a career in engineering.

Mayor Woodson congratulated Mr. Mikkelson and thanked him for all does for the City.

Councilmember Kennedy stated he is very proud of Mr. Mikkelson and congratulated him for winning the APWA Top Ten Public Works Leaders of the Year Award.

Ms. Treadway introduced members of the North Carolina Chapter of the APWA in attendance: Mr. Russell Byrd, Building Projects Engineer with the City of Winston Salem; Mr. Barry Neal with James River Equipment in High Point; and Mr. Keith Pugh, City Engineer with the City of High Point.

PROCLAMATIONS

Mayor Woodson proclaimed the following observances:

LETS GET CONNECTED DAY
VETERANS MEMORIAL DAY

May 19, 2012
May 28, 2012

CONSENT AGENDA

(a) Approval of Minutes

Approve Minutes of the Regular Meeting of May 1, 2012.

(b) Brick Street Live Concert

Close the 100 block of East Fisher Street from 6:00 a.m. until 12:00 midnight, Thursday June 7, 2012, Thursday July 5, 2012, Thursday August 9, 2012 and Thursday September 6, 2012 to accommodate the Brick Street Live Concert Series.

Thereupon, Ms. Blackwell made a **motion** to adopt the Consent Agenda as presented. Mr. Kennedy seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

2012 JUSTICE ASSISTANCE GRANT (JAG)

(a) Police Chief Rory Collins indicated the Salisbury Police Department has an opportunity to receive a Justice Assistance Grant (JAG) to be used for the purchase of needed equipment. He

stated the total of the grant is \$38,322, and it is to be shared with the Rowan County Sheriff's Office. He noted the allocation to the Salisbury Police Department will be \$24,221, and \$14,101 will be allocated to the Rowan County Sheriff's Office. He pointed out this is a non-competitive grant and does not require a match. He indicated the Police Department is required to present to Council how it plans to use the funds, and hold a public hearing to receive public comment.

Chief Collins stated the Police Department plans to use the funds to acquire:

<u>Equipment</u>	<u>Cost</u>
Special Response Team (S.R.T) vehicle converted to double as Command Unit Vehicle	\$12,000
Chemical Munitions Kits (10)	\$4,071
Night Vision Goggles	\$2,000
Gas Masks (30)	\$3,000
Body Cameras (21)	\$3,150

(b) Mayor Woodson convened a public hearing, after due notice thereof, to receive comments regarding an application for a 2012 Justice Assistance Grant (JAG) in the amount of \$38,322.

There being no one present to address Council, Mayor Woodson closed the public hearing.

Thereupon, Mr. Kennedy made a **motion** to approve an application for a Justice Assistance Grant (JAG) in the amount of \$38,322. Ms. Blackwell seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

Councilmember Kennedy stated the body cameras are an important piece of equipment for police officers and will be an asset to the Police Department.

LAND DEVELOPMENT DISTRICT MAP AMENDMENT CD-03-2012 STERLING TRACE APARTMENTS

(a) Planning and Development Services Manager Preston Mitchell addressed Council regarding the rezoning of approximately six acres by establishing a new conditional district overlay to permit the development of an 80-unit campus-style multi-family development. He explained the six acre tract is located in the Salisbury Village Center and noted the development plan was approved in 2004 and includes two tracts along Highway 150.

Mr. Mitchell displayed the Master Plan for Sterling Trace Apartments. He indicated the proposal is for multi-family apartments, comprised of five multi-family buildings. He reviewed the 2004 conceptual plan that was approved by Council and explained the Sterling Trace proposal varies from this plan. He added the multi-family units are needed in the community and are designed to complement the surrounding area. He reviewed the building elevations for the site which depicted the proposed color scheme and architecture.

Mr. Mitchell explained the area is zoned for Corridor Mixed Use (CMX) which allows for multi-family development. He noted the petitioner is requesting a conditional district overlay (CD) to permit a campus-style development. He explained the petition would:

- Maintain current base district
 - Corridor Mixed-Use (CMX)
 - CMX permits multi-family residential by-right
 - No density cap, this development proposes 13 duplexes per acre
- Establish a new conditional district overlay to allow construction of the development using alternative design

Mr. Mitchell displayed photographs of the site, and he explained the proposed permitted and prohibited uses:

- Proposed Permitted Uses:
 - Dwelling-multi-family, more than four units per building
- Proposed Prohibited Uses:
 - All other permitted uses (Permitted (P), Permitted with Standards (PS), Special Use Permit (SUP) and CD
 - If adopted, a CD Amendment would be required to change list of permitted uses

Mr. Mitchell explained Conditional District Overlays:

- Floating Overlay District that allows alternative design, relieving specific Ordinance provisions
 - Encourages innovative site and building design
 - Requires petition and master plan
- Conditions that may be added:
 - Recommended by Planning Board
 - Adopted by City Council
 - Must be agreed-upon by petitioner

Mr. Mitchell reviewed alternative design available to CD:

- Building orientation to street and recreational open space
- Building materials-compliant
- Building design standards
- Building dimensional standards-compliant
- Parking
- Private lighting to be provided at construction document phase

Mr. Mitchell displayed the Master Plan and indicated where alternative design has been requested:

- Building Orientation
- Parking Lot Connections
- Reduce the minimum number of parking spaces by eight

Mr. Mitchell noted the developer has requested alternate design for the porch depth and the open space in the building wall.

Mr. Mitchell displayed photographs of Biscuitville at Westland Shopping Center located beside the proposed development. He explained the Master Plan calls for a private cross-connection drive, but one was never provided. He stated the Planning Board and staff recommend a pedestrian connection rather than a vehicular cross-connection. He noted he spoke with the owner of the Westland Shopping Center who indicated he objects to a vehicular connection, but would support a pedestrian connection.

Mr. Mitchell reviewed the plan in relation to the Vision 2020 Comprehensive Plan:

- Policy N-18: As new neighborhoods are developed, a mixture of housing types, sizes, and prices shall be encouraged within the bounds of each neighborhood planning area
- Policy N-19: Higher density housing projects, such as apartment complexes and condominium developments, should be located adjoining places of work, shopping and public transit. Access to such higher density housing shall not be through a lower density housing area. Higher density housing may often act as a transitional use between offices or shops and lower density housing

Mr. Mitchell reviewed the staff and Technical Review Committee (TRC) recommendations:

- Staff recommends that the petition is consistent with the Vision 2020 Plan
- TRC voted unanimously in favor of recommending provisional approval, subject to:
 - Addressing all technical comments

Mr. Mitchell stated the Planning Board met May 8, 2012 and unanimously recommended approval of the conditional district overlay to permit the development.

Councilmember Blackwell asked if the Sterling Trace Apartments and the Westgate Commons development will be competing for funds to provide housing to citizens at a certain income level. Mr. Mitchell stated this is correct, although it is doubtful both projects will be funded. He pointed out only one, or possibly neither, of the projects will receive the funding needed for construction. He explained there is a third smaller project competing with Sterling Trace Apartments and Westgate Commons for funding and construction. He indicated this project was approved several years ago and is located along Lincolnton Road.

(b) Mayor Woodson convened a public hearing, after due notice thereof, to receive comments regarding Land Development District Map Amendment CD-03-2012.

Mr. Jeremy Carter, 129 North Main Street, stated he is the attorney representing the petitioner. He indicated the proposed neighborhood is consistent with Council's vision for the future of Salisbury. He noted the complex has more green space than rooftop space and will be

developed in a way that encourages people to walk to needed amenities. He explained Castlewood Drive has a stoplight which makes the intersection safe for drivers. He indicated a sidewalk along the property will connect to the Food Lion shopping center allowing interconnectivity. He stated the total development cost will be \$10.2 million.

Mr. Mark Lewis, 109 Kingsbridge Road, stated he represents the Bank of North Carolina, and he supports the development. He stated he was disappointed a vehicular connection between the development and the shopping center was not included in the project. He indicated the previous developer had agreed to provide a vehicular connection but it never transpired. He pointed out the plan has a lot of green space and will be an asset to the community. He noted the back connection to Highway 150 will benefit drivers. He explained the Bank of North Carolina supports the project and hopes Council will approve it.

Mr. Rodney Queen, 2559 7th Street Extension, indicated the campus-style development is important to the City. He stated the project will support low-income housing that is needed within the City, and he requested Council approve the plan.

Mr. Michael Turner, 609 Sunset Drive, stated he is not opposed to the project, but he is concerned about the drainage at the south end of the property. He noted runoff from the current development has caused his property to flood. He asked which direction the runoff from the proposed development will flow.

There being no one else present to address Council, Mayor Woodson closed the public hearing.

Councilmember Blackwell asked Mr. Mitchell to point out the water management spots on the proposed development. Mr. Mitchell pointed out the potential water quality areas, also known as a Best Management Practice (BMP). He noted the development will use rain gardens to manage storm water. He indicated engineering is not yet complete, but storm water will be directed west of the Salisbury Village Center. Street Division Manager Craig Powers stated the existing retention basin was designed to handle the runoff from the proposed development, and he pointed out the drainage from this site will not flow to Mr. Turner's property.

City Manager Doug Paris asked Council for its permission to have Mr. Powers visit Mr. Turner's property. He stated stormwater is an issue that must be discussed in next year's budget. He noted part of the proposal includes a grant program to help with private property issues. By Consensus Council agreed.

Ms. Blackwell stated she loves the campus-style development because it encourages community. She noted it is a challenge for drivers leaving the Westgate Shopping Center to turn west onto Jake Alexander Boulevard. She indicated connectivity may encourage drivers to cut through the apartment complex, where children might be playing, so in this case she does not support a required cut-through. She pointed out Jake Alexander Boulevard is extremely difficult to cross, and she encouraged residents to attend the pedestrian workshop May 24, 2012 and to provide input regarding pedestrian issues. She stated she is very impressed with the project, and she supports it.

Councilmember Kennedy stated he supports the project, and he noted there is a need for public housing in the area.

Mayor Woodson stated Council supports the project and would be thrilled to have both projects in the City.

Ms. Blackwell stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the property as described herein and by establishing a Conditional District Overlay is consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan, and that adoption of the Ordinance is reasonable and in the public interest. Thereupon, Ms. Blackwell made a **motion** to adopt an Ordinance amending the Land Development Ordinance and the Land Development District Map of the City of Salisbury, North Carolina, by rezoning approximately six acres to establish conditional district overlay to permit the development of a 80-unit campus-style multi-family development; identifying the development documents; identifying permitted uses; identifying development conditions; providing an effective date; and for other purposes. Mr. Kennedy seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

AN ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE AND THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, BY REZONING APPROXIMATELY 6 ACRES TO ESTABLISH A CONDITIONAL DISTRICT (CD) OVERLAY TO PERMIT THE DEVELOPMENT OF AN 80-UNIT CAMPUS-STYLE MULTI-FAMILY DEVELOPMENT; IDENTIFYING THE DEVELOPMENT DOCUMENTS; IDENTIFYING PERMITTED USES; IDENTIFYING DEVELOPMENT CONDITIONS; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

(The above Ordinance is recorded in full in Ordinance Book No. 23 at Pages No. 30-32, and is known as Ordinance 2012-18.)

City Clerk Myra Heard noted this item will require a second reading due to lack of an affirmative vote of two-thirds, or four votes, of Council to adopt an Ordinance at a first reading.

LAND DEVELOPMENT DISTRICT MAP AMENDMENT LDOZ-02-2012 WILCO-HESS

(a) Planning and Development Services Manager Preston Mitchell addressed Council regarding the rezoning of approximately 1.4 acres from Corridor Mixed-Use (CMX) and Highway Business (HB) to entirely Highway Business (HB). He explained the site is the Wilco-Hess, located at 827 West Jake Alexander Boulevard, and he pointed out it has two zoning classifications on the same piece of property.

Mr. Mitchell reviewed an area zoning map and noted the property has split-zoning of HB and CMX. He stated the petition is to cover the entire site with HB zoning. He noted there are no development changes to the site, and the request will remedy the split-zoning situation. He noted HB zoning allows gas stations and convenience stores.

Mr. Mitchell explained the Land Development Ordinances (LDO) Provisions:

- Permitted Uses
- Building types
- Recreational open space
- Landscaping
- Signage

Mr. Mitchell explained the property owner has requested to replace the existing street sign, but it is prohibited due to the split-zoning. He stated HB zoning will allow the property owner to replace the sign, and he pointed out staff recommends approval of the rezoning request to correct the split-zoning.

Mr. Mitchell stated the Planning Board met April 24, 2012 and unanimously recommended approval.

(b) Mayor Woodson convened a public hearing, after due notice thereof, to receive comments regarding Land Development District Map Amendment CD-03-2012.

There being no one present to address Council, Mayor Woodson closed the public hearing.

Mr. Kennedy stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the property as described herein is not inconsistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan, and that adoption of the Ordinance is reasonable and in the public interest. Thereupon, Mr. Kennedy made a **motion** to adopt an Ordinance amending the Land Development Ordinance and the Land Development District Map of the City of Salisbury, North Carolina, by rezoning approximately 1.4 acres from district split-zoning of Corridor Mixed Use (CMX) and Highway Business (HB) to Highway Business (HB). Ms. Blackwell seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

AN ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, BY REZONING APPROXIMATELY 1.4 ACRES FROM SPLIT-ZONING OF CORRIDOR MIXED USE (CMX) AND HIGHWAY BUSINESS (HB) TO HIGHWAY BUSINESS (HB).

(The above Ordinance is recorded in full in Ordinance Book No. 23 at Pages No. 33-34, and is known as Ordinance 2012-19.)

City Clerk Myra Heard noted this item will require a second reading due to a lack of an affirmative vote of two-thirds, or four votes, of Council to adopt an Ordinance at its first reading.

DOWNTOWN SALISBURY, INC. 2012-2013 CITY BUDGET REQUEST

Downtown Salisbury, Incorporated (DSI) Executive Director Randy Hemann, and DSI Vice-President Mark Lewis, addressed Council regarding the FY2012-2013 City budget request. Mr. Lewis noted the FY2010-2011 statistics for DSI:

- Jobs creation and job loss is even
- Net gain of one business (10 openings and 9 closings)
- \$6,091,023 million in private investment
- \$35,000 in public investment
- Key projects
 - Bangkok Downtown and the renovation of the Hardiman Building
 - First United Methodist Church
 - A Perfect Smoke
 - Go Burrito
 - Lee Street Parking Lot
 - Rowan-Salisbury Schools Central Office
 - Potential restaurant next door to A Perfect Smoke

Mr. Lewis reviewed the cumulative statistics for DSI from 1980 through 2010:

- Over \$117 million in investment
- \$55 million since 2001 when the Master Plan was adopted
- Over 1,000 jobs net gain since 1980

Mr. Lewis noted the municipal service district tax base has increased 169 percent since 1989:

- 1989 value - \$31.5 million
- 1995 value - \$41.4 million
- 2001 value - \$56.4 million
- 2011 value - \$84.7 million

Mr. Lewis reviewed DSI's goals for FY2011-2012:

- Empire Hotel Project
- Evaluate and revise DSI funding model
- Enhance downtown streetscapes
- Develop and sell the Lee Street properties
- Expand downtown parking (i.e. Wallace Parking Lot renovations)
- Left turns at the Square
- Attract new retailers and employers

Mr. Lewis explained the DSI restructuring of 2012-2013, and he noted DSI will solely focus on economic development in the downtown area:

- Downtown promotions and events to be carried out by Tourism - one voice for promotions and events
- Public art function of DSI carried out by Tourism
- DSI continues to work through the following committees:
 - Design and Master Plan
 - Economic Restructuring
 - Parking and Traffic
 - Organizational
 - DSI Revolving Fund
 - Empire Task Force
- Plaza Management back to the City (Plaza income has increased by \$32,000 since 2008)
- Proposed Budget includes Executive Director and one part-time employee General Operating Fund will decrease from \$292,000 to \$178,000
- Continuing challenge
 - DSI Revolving Fund
 - Empire Payments \$77,000 annually
- Since 2007 DSI has raised in excess of \$286,000 in private funds to support this effort

Mr. Lewis presented the proposed DSI FY2012-2013 Budget:

- \$270,000 for the year that consists of:
 - Municipal Service District (MSD) tax 49%
 - City appropriation 49%
 - Private and miscellaneous donations 1%

Mr. Lewis explained DSI is working to dedicate the MSD tax to economic development, and he pointed out its primary development project is the Empire Hotel. He noted additional donations will be sought for the Revolving Fund for the Empire Project. He added as the Empire Hotel is developed, DSI will be able to distribute the money to fund other projects throughout the City.

Mr. Lewis reviewed the City's allocation to DSI from FY2008-2009 through FY2012-2013:

- | | |
|-------------------------------|-----------|
| • FY2008-2009 City allocation | \$98,500 |
| • FY2009-2010 City allocation | \$98,500 |
| • FY2010-2011 City allocation | \$98,500 |
| • FY2011-2012 City allocation | \$98,500 |
| • FY2012-2013 budget request | \$133,500 |

Mr. Lewis explained the increase in funding will be dedicated to the Revolving Fund and the Empire Hotel Project. He reviewed funding for cities throughout North Carolina and DSI's budget request for the FY2012-2013:

<u>Community</u>	<u>City Appropriation</u>	<u>Private</u>	<u>MSD</u>	<u>Other</u>	<u>Total</u>
Goldsboro	\$317,290	\$0	\$71,000	\$298,500	\$686,790
Morganton	\$244,287	\$0	\$115,000	\$0	\$359,999
Monroe	\$370,600	\$0	\$40,000	\$0	\$410,600
Lincolnton	\$200,500	\$70,000	\$12,500	\$0	\$283,900
Salisbury	\$133,500	\$0	\$134,000	\$2,500	\$270,000

Mr. Lewis stated DSI's operating budget for FY2012-2013 includes \$77,000 for the Revolving Fund and the Empire Hotel loan. He indicated the City's investment in DSI has produced results.

Mayor Woodson thanked Mr. Hemann and Mr. Lewis for all they do for the City.

Councilmember Kennedy thanked Mr. Hemann and Mr. Lewis for their hard work, and stated their work helps make Salisbury a destination people want to visit.

DOWNTOWN SALISBURY, INC - REAL ESTATE PURCHASE

Community Planning Services Director Joe Morris addressed Council regarding the sale of property located in the 100 Block of West Fisher Street, Tax Map 10-1, Parcel 562, to Downtown Salisbury, Inc. (DSI) for \$1. He explained the property was the site of a water tower that served downtown for many years, but the site no longer provides an essential service to the City. He indicated the property is currently used to access the parking lot for the Empire Hotel and First United Methodist Church.

Mr. Morris explained the City received a letter from DSI requesting to purchase the property. He referenced General Statute 160A-279 that authorizes municipalities to convey by private sale any real or personal property (except property acquired by eminent domain) to any entity if:

- The municipality is authorized to appropriate funds to the entity
- The entity carries out a public purpose
- The entity is not for profit corporation

Mr. Morris stated staff recommends Council adopt a Resolution authorizing the City Manager to dispose of the property by private sale. Mr. Morris indicated the Resolution includes conditions that Council may impose to allow public access by vehicle over a portion of the property. He explained public access would allow citizens to continue to use the drive on the property as they have in the past.

Councilmember Kennedy stated public access to the property is very important.

Thereupon, Ms. Blackwell made a **motion** to adopt a Resolution authorizing the City Manager to dispose of the property located in the 100 block of West Fisher Street, Tax Map 10-1, Parcel 562, to Downtown Salisbury, Inc. in the amount of \$1. Mr. Kennedy seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

RESOLUTION AUTHORIZING THE CITY MANAGER TO DISPOSE OF THE PROPERTY LOCATED IN THE 100 BLOCK OF WEST FISHER STREET, TAX MAP 10-1, PARCEL 562, TO DOWNTOWN SALISBURY, INC. IN THE AMOUNT OF \$1.

(The above Resolution is recorded in full in Resolution Book No. 14 at Pages No. 22, and is known as Resolution 2012-09.)

City Clerk Myra Heard stated the City is required to post a one-time notice in the Salisbury Post announcing the sale of the property. She explained once the notice is posted the transaction can be finalized in 10 days.

MAIN STREET SOLUTIONS GRANT

Community Planning Services Director Joe Morris addressed Council regarding the application for a Main Street Solutions Grant to be used to redevelop property. He explained the property is located at 109 South Lee Street and is currently owned by the Salisbury Community Development Corporation (CDC). He stated the CDC is negotiating with a potential buyer, contingent upon the receipt of a Main Street Solutions Grant.

Mr. Morris explained a Main Street Solutions Grant was used to renovate the property located at 113 South Lee Street. He stated the Main Street Solutions Grant is offered through the North Carolina Department of Commerce to promote investment, re-development and jobs creation within central business districts. He noted the grant request is in the amount of \$75,000 and does not require a match by the City.

Mr. Morris stated staff recommends approval of a Resolution authorizing the City Manager to execute the grant agreement. He explained Downtown Salisbury Inc. Executive Director Randy Hemann identified the availability of the funds. He indicated the developer is planning to create a restaurant that would provide approximately three new jobs to the downtown area.

Thereupon, Mr. Kennedy made a **motion** to adopt a Resolution authorizing the City Manager to apply for a Main Street Solutions Grant. Ms. Blackwell seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A MAIN STREET SOLUTIONS GRANT.

(The above Resolution is recorded in full in Resolution Book No. 14 at Pages No. 23, and is known as Resolution 2012-10.)

PEDESTRIAN WORKSHOP

Community Planning Services Director Joe Morris addressed Council regarding a pedestrian workshop to be held Thursday, May 24, 2012 at 7:00 p.m., at the J.F. Hurley YMCA. He explained the workshop is in response to Council's desire to have a plan for pedestrian facilities on Jake Alexander Boulevard. He displayed an aerial map of Jake Alexander Boulevard and noted the purpose of the workshop is to receive public input regarding pedestrian facilities and destinations between Castlewood Drive and Brenner Avenue. He invited area residents and interested citizens to attend.

Mayor Woodson asked who will lead the workshop. Mr. Morris stated a team that includes himself, City Engineer Dan Mikkelson, Traffic Engineer Wendy Brindle, and Planning staff will conduct the workshop. He indicated the team plans to work with area residents in small groups to collect data and receive input.

Councilmember Blackwell explained the Planning Department uses a trip generator to determine areas that have high pedestrian traffic. She noted the Ketner Center is currently the top generator of pedestrian traffic in the City, but she thinks Jake Alexander Boulevard will become a top generator due to the medical facilities and a high concentration of retail and residential establishments. She indicated the City may build sidewalks, but crossing the street is still very dangerous. She encouraged citizens who live in the area to attend the workshop.

CONSOLIDATED DESIGN REVIEW AND PERMIT PROCESSING CENTER

Planning and Development Services Manager Preston Mitchell addressed Council regarding the consolidated design review and permit processing center to be located in the City Office Building (COB), at 132 North Main Street. He explained it is Council's goal to have a one-stop shop for citizens seeking to do business in the City. He noted Development Services, which consists of the Planning Department, Zoning, Business Licensing, Permitting, and Inspections, is in the midst of change. He indicated the department will have a new name and logo. He explained one of the changes includes online forms so any application associated with the development process can be filled out and emailed to the individual within the City that provides the needed service.

Mr. Mitchell noted the new Development Services location will provide a hub of services including:

- Fire
- Engineering
- North Carolina Department of Transportation (NCDOT)
- Business Licensing

- Rowan County Building and Codes Department Liaison
- Salisbury-Rowan Utilities (SRU)
 - Water and Sewer permitting
 - Fats, Oils and Grease (FOG)
- Planning and Zoning

Mr. Mitchell explained the Rowan County liaison, Mr. Dale Drye, currently attends all weekly meetings and pre-application meetings. He noted it is a tremendous asset to have a direct link between the development process of Rowan County and the City of Salisbury. He displayed an organizational chart, and he explained how the process will operate.

Mr. Mitchell stated the new department will provide a variety of services at a central location including:

- Conditional District Master Plan Review
- Rezoning
- Text Amendments
- Special Use Permits
- Major Site Plan Review
- Minor Site Plan Review
- Utility Only Review
- Curb and Cut Permits
- Special Event Permits
- Temporary Use Permits
- Zoning Permits
- Water and Sewer Permits
- FOG Review and Inspections
- Fire Plan Review and Inspections
- Business Licensing
- Beer and Wine Licensing

Mr. Mitchell explained the City will provide on-the-go forms and applications as part of the new City website, including a mobile website for smart phone technology.

Mr. Mitchell displayed the proposed floor plan, and noted it will include a new conference room. He pointed out where each department representative will be located and their accessibility to the customer. He displayed a photograph of the proposed customer work stations where staff can work directly with the customer.

Mr. Mitchell reviewed the City Council Goals affected by the relocation of Development Services:

- Economic Development
 - Objective 1 (Creativity, Innovation, Support)
 - Goal 1: Local Business Support
 - Goal 2: Express Review Process

- Organizational Development
 - Objective 1 (Excellent Customer Service)
 - Goal 1: Customer Service Plan
 - Objective 3 (Organizational Transparency)
 - Goal 2: New City Website

Mr. Mitchell reviewed the customer goals:

- City Zoning Certificate of Occupancy
- Final Building Certificate of Occupancy
- Building Review Plan
- Construction Document Review
- Site Plan Review

Mr. Mitchell explained the steps involved for a new company to do business in Salisbury:

- Pre-application meeting
- Site Plan Review
- Business Licensing
 - FOG Coordinator
 - Fire Marshall
- Water and Sewer Permits
- Zoning Permits
- Inspections
- Certificate of Occupancy

Mr. Mitchell noted these steps will all be handled in one central location. He indicated there will be a soft opening within the first two weeks of July 2012. He explained at the September 4, 2012 Council meeting there will be a brand reveal to include staff introductions and a public service announcement video for Access16.

Mayor Woodson stated Council is very excited, and he pointed out in the past a customer was required to travel to up to six different locations to handle the work that will now be done in the new central location. He noted the changes will help the City in its goal to be business friendly.

TRAFFIC SIGNALS AT NORTH FULTON AND WEST LIBERTY STREETS AND AT NORTH LEE AND EAST KERR STREETS

Traffic Engineer Wendy Brindle addressed Council regarding traffic signals at North Fulton and West Liberty Streets, and North Lee and East Kerr Streets. She explained over the last several years staff has received positive feedback regarding the replacement of traffic signals with all-way stops in the downtown area. She stated staff has received a request for the removal of traffic signals at two additional locations:

- The intersection of Fulton and Liberty Streets
- The intersection of Lee and Kerr Streets

Ms. Brindle explained staff has evaluated the need for traffic signals and neither intersection meets the volume warranted for traffic signals as indicated in the Manual of Uniform Traffic Control Devices (MUTCD). She pointed out staff also conducted site visits to determine sight distance obstructions.

Ms. Brindle stated Fulton Street carries over 5,000 vehicles per day, and Liberty Street carries approximately 1,000 vehicles per day through the intersection. She noted at this intersection staff proposes a standard stop condition. She explained traffic approaching on Liberty Street would be required to stop and Fulton Street traffic would move through the intersection. She indicated staff will eliminate the double lane in the north bound direction, which will extend parking, and leave a single lane through the intersection. She stated staff is recommending a 90-day evaluation of the signal removal.

Ms. Brindle stated staff is recommending a 90-day evaluation of signal removal for the intersection at Lee and Kerr Streets. She indicated Kerr Street carries approximately three times the number of vehicles Lee Street carries per day, and staff recommends an all-way stop due to buildings obstructing the sight distance at this intersection.

Ms. Brindle explained during the 90-day evaluation staff will cover traffic signal heads and install stop signs. She stated staff will perform site evaluations to see how traffic handles the intersection. She noted at the Fulton and Liberty Street intersection traffic signals will flash yellow for Fulton Street and red for Liberty Street several days before the traffic signals are covered to make traffic aware of the change. She noted if Council concurs, staff will proceed with the 90-day evaluation and at the end of the evaluation period bring a final recommendation to Council.

Mayor Woodson noted the changes to the intersections should help traffic move faster. Ms. Brindle stated the change should help traffic be more efficient because vehicles will not have to wait on the signal to change.

Councilmember Blackwell asked Ms. Brindle to verify the change will not affect the cross walks at First Baptist Church. Ms. Brindle stated the cross walks will not be affected.

Thereupon, Ms. Blackwell made a **motion** to implement a 90-day evaluation period of the intersections at North Fulton and West Liberty Streets, and North Lee and East Kerr Streets. Mr. Kennedy seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

BOARDS AND COMMISSIONS

Zoning Board of Adjustment

Upon a **motion** by Mr. Woodson, seconded by Mr. Kennedy, and with Messrs. Kennedy, and Woodson and Ms. Blackwell voting AYE, the following appointment was made to the Zoning Board of Adjustment Extra Territorial Jurisdiction (ETJ) position:

Ms. Diane Scott

Term Expires 3/31/15

Planning Board

Upon a **motion** by Mr. Woodson, seconded by Ms. Blackwell, and with Messrs. Kennedy, and Woodson and Ms. Blackwell voting AYE, the following appointment was made to the Planning Board Extra Territorial Jurisdiction (ETJ) position:

Mr. Randy Remer

Term Expires 3/31/15

PUBLIC COMMENTS

Mayor Woodson opened the floor for public comment.

There being no one present to speak, Mayor Woodson closed the public comment session.

CITY MANAGER'S COMMENTS

(a) Updated regarding Overhead Street Name Signs

Traffic Engineer Wendy Brindle addressed Council regarding overhead street name signs. She stated overhead street name signs have been removed at different locations throughout the City, particularly on Jake Alexander Boulevard. She explained the North Carolina Department of Transportation (NCDOT) is working with the City to upgrade traffic signals in preparation for a complete system upgrade in 2014.

Ms. Brindle explained the work includes replacing span wire and the wiring for signal heads and poles being replaced in some locations. She noted traffic signals use LED bulbs which allow the use of a thinner gauge wire. She stated NCDOT has asked that overhead street name signs be eliminated to help with maintenance issues at the upgraded intersections. She noted NCDOT has given the City permission to use advanced street name signs in place of the overhead street name signs. She noted at every intersection upgraded along Jake Alexander Boulevard staff recommends the installation of standard street name signs on the posts at opposite corners of the street.

Ms. Brindle displayed a sample of the advanced street name signs, and she explained the signs will help citizens as they approach an intersection. She indicated the street name signs on mast arms will not be taken down, and the current signs will remain on any signal that is not upgraded.

(b) Temporary Street Closures

Farmers Market – East Bank Street

Police Chief Rory Collins stated the Farmer's Market is expanding and has requested to close the 100 block of East Bank Street from 6:00 a.m. until 12:30 p.m. on the following Saturdays in 2012: May 19, May 26, June 2, June 9, June 16, June 23, June 30, July 7, July 14, July 21, July 28, August 4, August 11, August 18, August 25, September 1, September 8, September 15, September 22, and September 29. He noted he did not see a detriment to traffic due to the time of day and the day of the week. He indicated staff recommends the temporary closing of the 100 block of East Bank Street at the noted dates and times.

Thereupon, Mr. Kennedy made a **motion** to close the 100 block of East Bank Street the following Saturdays in 2012 from 6:00 a.m. until 12:30 p.m. to accommodate the Farmer's Market: May 19, May 26, June 2, June 9, June 16, June 23, June 30, July 7, July 14, July 21, July 28, August 4, August 11, August 18, August 25, September 1, September 8, September 15, September 22, and September 29. Ms. Blackwell seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

Westcliffe Civic Association - White Oak Drive

Police Chief Rory Collins stated the Westcliffe Civic Association is requesting the temporary street closure of the 100 and 200 blocks of White Oak Drive from 1:00 p.m. until 3:00 p.m. Saturday, May 26, 2012, and from 1:00 p.m. until 6:00 p.m. Sunday, May 27, 2012 to accommodate the Westcliffe Civic Association annual neighborhood event. He stated there has never been an incident associated with the event, and staff recommends the temporary street closure.

Thereupon, Ms. Blackwell made a **motion** to close the 100 and 200 blocks of White Oak Drive from 1:00 p.m. until 3:00 p.m. Saturday, May 26, 2012, and from 1:00 p.m. until 6:00 p.m. Sunday, May 27, 2012 to accommodate the Westcliffe Civic Association event. Mr. Kennedy seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

Pops at the Post – South Church Street and West Fisher Streets

Police Chief Rory Collins stated the organizers of the annual Pops at the Post event are requesting a street closure at the 100 block of South Church Street and the 200 block of West Fisher Street from 8:30 a.m. until 11:00 p.m. Saturday, June 2, 2012 to accommodate the Pops at the Post event. He noted staff recommends approval of the street closure.

Thereupon, Mr. Kennedy made a **motion** to close the 100 block of South Church Street and the 200 block of West Fisher Street from 8:30 a.m. until 11:00 p.m. Saturday, June 2, 2012 to accommodate the Pops at the Post event. Ms. Blackwell seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

(c) Westend Transformation Plan

Community Planning Services Director Joe Morris announced staff was notified last week that the City has been awarded a two-year grant from the Blanche and Julian Robertson Family Foundation. He explained the grant is for \$140,000, \$70,000 per year, and will add to the funding provided by the Salisbury Housing Authority, the City of Salisbury and the Salisbury Community Development Corporation (CDC) to provide organizational infrastructure needed for the Westend Transformation Plan. He noted staff plans to use the Westend community as a model to transform other neighborhoods in the City.

Mr. Morris indicated staff requested a three-year grant and received a letter inviting them to come back in two years to update the Robertson Foundation on the progress.

Mayor Woodson thanked the Robertson Foundation for all it does for the City.

MAYOR'S ANNOUNCEMENTS

(a) Byrne Department of Justice Innovation Grant

Mayor Woodson announced there will be a citizen participation meeting Thursday, May 17, 2012 at 7:00 p.m. at Mount Calvary Holy Church, 1400 Standish Street, to discuss a proposed application for a Byrne Department of Justice Innovation Grant. The public is invited to attend and comment on the proposed grant, which is intended to provide innovative solutions to crimes that may be occurring in the neighborhood.

(b) Pedestrian Workshop

Mayor Woodson announced there will be a pedestrian workshop Thursday, May 24, 2012 at 7:00 p.m., at the J.F. Hurley Family YMCA, 828 Jake Alexander Boulevard West, to receive input regarding pedestrian activities and expectations in the area of Jake Alexander Boulevard from Brenner Avenue to Castlewood Drive. Residents of surrounding neighborhoods are invited to attend.

(c) BlockWork

Mayor Woodson announced the next BlockWork event is scheduled for Saturday, October 27, 2012 – National Make a Difference Day. If your neighborhood has a block that should be considered for the 2012 BlockWork event, please submit an application. Applications are available online at www.salisburync.gov and should be submitted by 5:00 p.m. Friday, June 8, 2012. For more information, please call the Planning Office at 704-638-5242.

(d) Boards and Commissions

Mayor Woodson announced the City of Salisbury is seeking citizens who have an interest in serving on one of the City's Boards and Commissions. An ETJ seats is currently available on the Zoning Board of Adjustment. ETJ seats are open to citizens who live in the one mile area outside the City limits. Information regarding the Boards and Commissions and applications are available online at www.salisburync.gov under the Boards and Commissions tab. Applications are also available at the City Clerk's Office located at 217 South Main Street, or by calling 704-638-5224.

(e) Peace Officers Memorial

Councilmember Blackwell explained Council is wearing blue ribbons in honor of Peace Officers. She stated Council attended the Peace Officers Memorial Service earlier today to honor the Police Department, Sheriff's Department, and the emergency workers throughout the City. She thanked them for their efforts to keep the City and its citizens safe.

CLOSED SESSION

Council to go into closed session to consult with an attorney as allowed by NCG 143-318.11(a)(3).

Thereupon, Mr. Kennedy made a **motion** to go into closed session to consult with an attorney as allowed by NCG 143-318.11(a)(3). Ms. Blackwell seconded the motion. Messrs. Kennedy, and Woodson, and Ms. Blackwell voted AYE. (3-0)

RETURN TO OPEN SESSION

Thereupon, Mr. Kennedy made a **motion** to return to open session. Ms Blackwell seconded the motion. Messrs. Kennedy, and Woodson, and Mses. Blackwell voted AYE. (3-0)

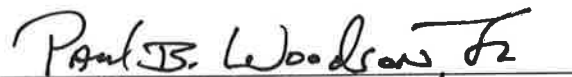
Mayor Woodson announced two items were discussed in Closed Session. He noted one item required no action. He stated Council will take action on an Amendment to the Hill Street Tower Lease Agreement.


Thereupon, Ms. Blackwell made a **motion** to authorize the City Manager to execute an Amendment to the Hills Street Towers Site Lease Agreement, and assignment of the Tower Lease with the City of Salisbury and Duke Power, to Pinnacle Towers. Mr. Kennedy seconded the motion. Messrs. Kennedy, and Woodson, and Mses. Blackwell voted AYE. (3-0)

RECESS

Thereupon, Mr. Woodson made a **motion** to recess the meeting until Friday, May 25, 2012 at 2:00 p.m. in Council Chambers at City Hall, 217 South Main Street. Mr. Kennedy seconded the motion. Messrs. Kennedy, and Woodson, and Mses. Blackwell voted AYE. (3-0)

The meeting was recessed at 6:51 p.m.


Paul B. Woodson, Jr., Mayor


Myra B. Heard, City Clerk